

R430-90-10 and R430-50-10: EMERGENCY PREPAREDNESS

Purpose

This section provides rules and information about preparing for and handling emergencies.

General Information

Maintaining calm and composed thinking can be difficult in emergency situations. When emergencies happen, it is important to have a well thought-out and practiced plan in writing that staff can refer to. Having such a practiced plan can prevent poor judgments made in the stress of an emergency situation. Practicing the plan also provides opportunities to identify and work out any problems that arise during practice, before actual emergencies occur. *CFOC, 3rd Ed. pgs. 366-368 Standard 9.2.4.3*

Review of records by the Department staff is used to determine, in part, compliance with the licensing rules. *CFOC, 3rd Ed. pg. 380 Standard 9.4.1.5*

Licensed Family 90-10:

(1) The licensee shall post the home's street address and emergency numbers, including ambulance, fire, police, and poison control, near the telephone.

Residential Certificate 50-10:

(1) The certificate holder shall post the home's street address and emergency numbers, including ambulance, fire, police, and poison control, near the telephone.

Rationale / Explanation

It is easy for caregivers to panic in an emergency situation. The purpose of this rule for caregivers to have easy and immediate access to phone numbers they might need to use in an emergency and can give emergency personnel, such as the police or the fire department, the Licensee/Certificate Holder's street address. *CFOC, 3rd Ed. pgs. 380-381 Standard 9.4.1.6*

Enforcement

Level 1 Noncompliance if failure to post this information resulted in an emergency situation in which emergency personnel were not contacted or able to respond in a timely manner.

Level 3 Noncompliance otherwise.

Posting 911 can meet the requirement for posting emergency numbers for ambulance, fire, and police, but not poison control.

If a cell phone or portable phone is used, **emergency numbers need** to be posted in plain view so that anyone needing the information can **easily** find it.

Licensed Family 90-10:

(2) The licensee and all substitutes who care for children an average of 10 hours per week or more shall maintain a current Red Cross, American Heart Association, or equivalent first aid and infant and child CPR certification. Equivalent CPR certification must include hands-on testing.

Residential Certificate 50-10:

(2) The certificate holder and all substitutes who care for children an average of 10 hours per week or more shall maintain a current Red Cross, American Heart Association, or equivalent first aid and infant and child CPR certification. Equivalent CPR certification must include hands-on testing.

Rationale / Explanation

To ensure the health and safety of children in a child care setting, including during off-site activities, someone who is qualified to respond to common life-threatening emergencies must be present at all times. The presence of such a qualified person can mitigate the consequences of injury and reduce the potential for death from life-threatening conditions. Having these emergency skills, and the confidence to use them, are critically important to the outcome of an emergency situation. *CFOC, 3rd Ed. pgs. 24-25 Standard 1.4.3.1, 1.4.3.2*

Enforcement

Level 2 Noncompliance if there is no CPR certification for required individuals.

Level 3 Noncompliance if there is no first aid certification for required individuals.

The expiration date on the first aid and CPR card determines whether the certification is current. *If there is no expiration date listed on the card but the issue date is less than 1 year old, Child Care Licensing will accept the card as current.*

Cards that include basic life support or BLS will be accepted as being compliant to this rule. These cards do not have the words infant and child written on them.

Due to differences in training courses, CNA certificate will not be accepted as approved CPR certification. Current certification for RN's or LPN's will be accepted for both CPR and First Aid.

This rule will be out of compliance if there is not documentation for the required providers.

Current first aid certificates from any source will be accepted.

The person with a current first aid certification and the person with a current CPR certification do not have to be the same person.

Licensed Family 90-10:

(3) The licensee shall maintain first-aid supplies in the home, including at least antiseptic, band-aids, and tweezers.

Rationale / Explanation

The purpose of this rule is to ensure Licensees have the supplies needed to respond to minor injuries of children. *CFOC, pg. 226 Standard 5.093*

Enforcement

Always Level 3 Noncompliance.

First aid items do not have to be in kits, they can be anyplace at the home.

For this rule, Neosporin is consider a topical antiseptic.

Licensed Family 90-10:

- (4) The licensee shall have a written emergency and disaster plan which shall include at least the following:
- (a) procedures for responding to medical emergencies and serious injuries that require treatment by a health care provider;
 - (b) procedures for responding to fire, earthquake, flood, power failure, and water failure;
 - (c) the location of and procedure for emergency shut off of gas, electricity, and water;
 - (d) procedures to be followed if a child is missing;
 - (e) the name and phone number of a substitute to be called in the event the licensee must leave the home for any reason;
 - (f) an emergency relocation site where children will be housed if the licensee's home is uninhabitable;
 - (g) provisions for emergency supplies, including at least food, water, a first aid kit, and diapers if the licensee accepts diapered children for care; and
 - (h) procedures for ensuring adequate supervision of children during emergency situations, including while at the emergency relocation site.

Residential Certificate 50-10:

- (3) The certificate holder shall have an emergency and disaster plan which shall include at least the following:
- (a) procedures for responding to medical emergencies and serious injuries that require treatment by a health care provider;
 - (b) procedures for responding to fire, earthquake, flood, power failure, and water failure;
 - (c) the location of and procedure for emergency shut off of gas, electricity, and water;
 - (d) procedures to be followed if a child is missing;
 - (e) the name and phone number of a substitute to be called in the event the certificate holder must leave the home for any reason; and

Rationale / Explanation

Maintaining calm and composed thinking can be difficult in emergency situations. When emergencies happen, it is important to have a well thought-out and practiced plan in writing that providers can refer to. Having such a practiced plan can prevent poor judgment in the stress of an emergency situation. *CFOC, 3rd Ed. pgs. 366-368 Standard 9.2.4.3*

Additional helpful (but not mandatory) emergency supplies could include blankets, a flashlight, and books, toys, or activities to occupy children.

For Licensed Family Providers, if at anytime changes are made to the emergency and disaster plan, the Provider must provide a copy of the updated plan to Child Care Licensing. Once the plan has been approved, Child Care Licensing will scan the plan into the database and send the approved plans to the facility.

Electronic copies of Emergency and Disaster plans are acceptable, however, these plans still must be documented each time the plan is reviewed and updated.

Enforcement

Level 2 Noncompliance if there is no written emergency and disaster plan, but this has not resulted in injury to a child.

Level 3 Noncompliance otherwise.

Licensed Family 90-10:

(5) The licensee shall ensure that the emergency and disaster plan is followed in the event of an emergency.

Residential Certificate 50-10:

(4) The certificate holder shall ensure that the emergency and disaster plan is followed in the event of an emergency.

Rationale / Explanation

This rule is closely tied to R430-90-8(5) or R430-50-8(5), which requires that either the Licensee/Certificate Holder or a caregiver with authority to act on behalf of the Licensee/Certificate Holder is present whenever there are children in care. In an emergency situation, it is crucial that there be a clearly designated line of authority, and that the person in charge carries out the emergency plan as written and practiced.

Enforcement

Always Level 2 Noncompliance.

Licensed Family 90-10:

(6) The licensee shall review the emergency and disaster plan annually, and update it as needed. The licensee shall note the date of reviews and updates to the plan on the plan.

Rationale / Explanation

The purpose of this rule is to ensure that the information in the emergency and disaster plan is up-to-date, so that caregivers do not attempt to follow an out-of-date plan in the event of an emergency.

Enforcement

Always Level 3 Noncompliance.

Licensed Family 90-10:

(7) The emergency and disaster plan shall be available for immediate review by parents and the Department during business hours.

Rationale / Explanation

Maintaining calm and composed thinking can be difficult in emergency situations. It is crucial for caregivers to have access to the written plan to refer to in the event of an emergency. Parents need access to the plan to ensure they understand what procedures the Licensee will follow in the event of an emergency. *CFOC, 3rd Ed. pgs. 366-368 Standard 9.2.4.3 , pgs. 349-350 Standard 9.2.1.3*

Enforcement

Always Level 3 Noncompliance.

Licensed Family 90-10:

(8) The licensee shall conduct fire evacuation drills quarterly. Drills shall include complete exit of all children and staff from the home.

Residential Certificate 50-10:

(5) The certificate holder shall conduct fire evacuation drills semi-annually. Drills shall include complete exit of all children and staff from the home.

Rationale / Explanation

It is easy for caregivers to panic in an emergency situation. The purpose of this rule is so that caregivers can practice any additional procedures that are needed for children who might need extra attention. If these procedures are not in place, caregivers are in danger of neglecting some children or paying too much attention to others while they are in charge of evacuating **all** children.

Furthermore, explicit attention to special needs children in practicing drills and in the evacuation plan itself is needed since there is such a wide variety of what might occur in the variety of emergencies. Some children are physically vulnerable. They may be in wheelchairs or rely on feeding tubes. Others have intellectual and/or emotional challenges such as autism. Any disruption in their routines can pose serious challenges. If a disaster strikes, these children are the most vulnerable, least able to protect themselves. Therefore, identification of the children with special needs; and the practice of evacuating them along with all the other children are both critical for adequate preparation. Save the Children National Guidance, October 2012

Enforcement

Always Level 2 Noncompliance.

Quarterly drills mean that a drill must be conducted 4 times a year, once in each 3 month period of the licensing or calendar year. A fire drill needs to be conducted sometime during the quarter, the drills do not have to be exactly three months apart.

Semi-annual means that a drill must be conducted 2 times a year, once in each 6 month period of the licensing or calendar year.

Licensed Family 90-10:

(9) A provider shall document all fire drills, including:

- (a) the date and time of the drill;**
- (b) the number of children participating;**
- (c) the total time to complete the evacuation; and**
- (d) any problems encountered.**

Enforcement

Always Level 3 Noncompliance.

A finding to this rule is issued when there is a record of one or more drills having been conducted, but the record does not include all of the information required in this rule.

Licensed Family 90-10:

(10) The licensee shall conduct drills for disasters other than fires at least once every 12 months.

Residential Certificate 50-10:

(6) The certificate holder shall conduct drills for disasters other than fires at least once every 12 months.

Enforcement

Always Level 2 Noncompliance.

Licensed Family 90-10:

(11) A provider shall document all disaster drills, including:

- (a) the type of disaster, such as earthquake, flood, prolonged power outage, or tornado;**
- (b) the date and time of the drill;**
- (c) the number of children participating;**
- (d) the total time to complete the evacuation; and**
- (e) any problems encountered.**

Enforcement

Always Level 3 Noncompliance.

A finding to this rule is issued when drills were conducted but not documented and/or the record of the drill(s) does not include all of the information required in this rule.

Licensed Family 90-10:

(12) The licensee shall vary the days and times on which fire and other disaster drills are held.

Residential Certificate 50-10:

(7) The certificate holder shall vary the days and times on which fire and other disaster drills are held.

Rationale / Explanation

The purpose of this rule is so that all caregivers and children have opportunities to practice the emergency drills, and to ensure that drills are practiced during different routine times, such as meal times, nap times, etc.

Enforcement

Always Level 3 Noncompliance.

In order for the day and time of the drills to be considered "varied" drills must be held on at least two different days of the week and two different times of the day.